

Judicial Administration Committee
Judicial Conference of Indiana

Minutes
January 14, 2005

The Judicial Administration Committee of the Judicial Conference of Indiana met at the Indiana Judicial Center on Friday, January 14, 2005 from 10:00 a.m. – 2:15 p.m.

1. Members present. Thomas P. Boyer, Edward A. Campbell, Daniel F. Donahue, Michael H. Eldred, Tanya Walton Pratt, David L. Welch, Mary G. Willis, and Judith S. Proffitt, Chair.
2. Staff present. Jeffrey Bercovitz and Adrienne Henning provided the committee with staff assistance.
3. Minutes approved. The minutes for the committee on August 13, 2004 were approved.
4. Benchbook for judges to manage pro se litigation.
 - a. Jeffrey Bercovitz distributed all drafts previously prepared. See Attachment No. 1.
 - b. Committee members revised the section on Domestic Relations.
 - c. Judge Donahue agreed to revise the emancipation portion of the Domestic Relations section.
 - d. The Judicial Center agreed to provide 3 ring binders and divider sheets for the draft Benchbook for judges to manage pro se litigation.
8. Next meeting dates. The committee agreed to hold future meetings on the following dates: February 11, March 11, April 8, May 13, June 10, July 8, August 12, and October 14, 2005, from 10:00 a.m. - 4:00 p.m. at the Indiana Judicial Center. There will be no November 11 meeting.

Respectfully submitted,

Jeffrey Bercovitz, Director
Juvenile and Family Law

The following are assignments for committee members:

- Completed 8/13/04 Introduction/General considerations J. Proffitt
- Civil**
- Partially 1/14/05(1) Domestic Relations J. Eldred and J. Willis
Completed Initial dissolution, post-dissolution matters,
letters and third-party correspondence and
distribution of the correspondence
- (2) Small claims J. Love
- (3) Mortgage foreclosure/debt collection J. Horn and J. Snow
- (4) Mental Health J. Horn and J. Snow
Family member seeking guardianships – pro se
Insurance Co. sets up guardianship for minor settlement
- Drafted 10/7/04(5) Paternity, probate J. Shurn
- Drafted 1/14/05(6) General civil J. Welch/ Mag. Boyer
Name change, BMV – lost title, hardship license,
Adoption – recent past records inquiries, genealogy
- Criminal**
- (1) Misdemeanor, D Felony pro se representation J. Fleece
Pro se jury trial, dialogues, other
- (2) Prisoner/Inmate litigation J. Murray, J. Pratt, LaPorte Co. rep.
Inmate as civil litigant – visitation, tort claims;
name changes, paternity, dissolution; Criminal claims
– PCR's, credit time, modification, expungement;
civil rights claims, extradition requests
- (3) Clerk chapter J. Proffitt

Assignments to be completed in the same style as Idaho guideline.